

SIGN PERMIT APPLICATION

City of Winchester, Virginia
Inspections Department
(540)667-1815

LOCATION

Street Number/Name _____

HISTORIC DISTRICT () Yes* () No

*Board of Architectural Review Required

B.A.R. Application Number _____

Approval Date _____

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APPLICANT: _____ Owner _____ Lessee _____ Contractor _____ Other (specify) _____

Name _____

Address _____

City/State _____

Telephone _____

*Contractor Name _____

*(Check with City of Winchester Commissioner of Revenue for City Business License (540)667-1815)

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SIGN TYPE- Indicate Quantity. Two sets of plans and one site plan required with application.

_____ Awning _____ Marquee _____ Projecting _____ Wall-Mounted

_____ Freestanding _____ Painted on Building Wall _____ Roof _____ Other (specify)

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PROVIDE INFORMATION FOR THE FOLLOWING (IF APPLICABLE):

BUILDING-MOUNTED SIGNS

Length of Bldg or Tenant Space facing street _____ ft

Area of Existing Signs _____ sq.ft.

Existing Sign Area Replaced _____ sq.ft.

Area of New Signs _____ sq.ft.

Method of Connection _____

Type of Construction _____

Type of Illumination _____

*Electrical Permit # _____

FREESTANDING SIGNS

Diminisions _____

Number Proposed _____ Existing _____

Height Proposed (incl. exposed base) _____ ft.

Distance from front Property Line _____ ft.

Method of Connection _____

Type of Construction _____

Type of Illumination _____

*Electrical Permit # _____

***ELECTRICAL PERMIT REQUIRED BEFORE PERMIT WILL BE ISSUE**

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ESTIMATED VALUE OF CONSTRUCTION (materials and labor): \$ _____

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This application is made on condition that when the permit is issued, the sign will be erected according to the provisions of all City Ordinances and other specifications listed. **APPLICANT COMPLETE INFORMATION BELOW.**

Printed Name _____ Signature _____

Telephone Number _____ Date _____